



SCOPE OF WORKS

RENOVATION OF OFFICES (United States Consulate General, Perth)

OVERVIEW

The United States Government (USG), Department of State (DOS), has a requirement to renovate and modify specific offices at the U.S. Consulate General, Perth, located at 16 St. Georges Terrace, Perth. To this end, the USG requires quotations for a contractor to complete the proposed modifications.

INTENT

Requirements in this SOW serve as a direction to the Contractor for the renovation and modification of the offices at the U.S. Consulate General. The Contractor shall perform all services in accordance with international professional standards of skill, care and diligence adhered to by reputable, first class international firms and shall conform to generally accepted professional practices.

PROJECT DESCRIPTION

The USG intends to: renovate and modify specific offices at the U.S. Consulate General, Perth, located at 16 St. Georges Terrace, Perth. The requirements below are the basis for the modifications. The renovations shall use only high quality, first class materials and fittings.

A site visit can be scheduled upon request.

SCOPE OF WORK

- 1) New South Office:
 - a) Dismantle approximately 7 linear meters of existing plasterboard glass and doors;
 - b) Dismantle 3 "cubicle" workstations and store on site;
 - c) Dismantle timber and glass dividing wall;
 - d) Modify "built-in" furniture to fit;
 - e) Rebuild timber and glass wall in new location;
 - f) Return furniture and reinstall;
 - g) Construct approximately 9 linear meters of new plasterboard and glass walls;
 - h) Flush and paint new work to match existing;
 - i) Re-install (2) existing doors;
 - j) Supply and install new timber veneer door;
 - k) Relocate existing power and data outlets to suit;
 - l) Install (1) new double power outlet;
 - m) Install (1) new dual data outlet;

n) Re-Install light switches.

General

1. All work is to comply with the local WA building regulations.
2. The contractor will rectify any damage to all areas on completion of the works.
3. The contractor shall supply all materials and labour in order to complete the works.
4. All waste material to be taken from site and disposed of by the contractor.
5. Site is to remain tidy at all times and cleaned up on completion of works.
6. All work to be carried out in a workmanship like manner.
7. All Documentation regarding warranties, guarantees and instructional literature are to be handed to your GSO representative.
8. All care must be taken to protect the carpet and furnishings within the property and drop sheets to be used at all times where necessary.
9. Any variations are to be priced and approved in writing by GSO before proceeding with the work.
10. All measurements are to be confirmed by the contractor on site.

NOTE: Any damage caused by the Contractor or his contractors is to be made good at the Contractor's expense.

CONTRACTOR PROVISIONS

The Contractor shall supply everything necessary for the execution and completion of the work including paint, brushes, rollers, drop sheets, sandpaper, fillers, sealants, scrapers, thinners, tints, colour charts, masking tape and material, ladders and scaffolding. Site preparation and installation performance shall be in accordance with Australian and ACT building codes and standards

WORKING HOURS

Working hours are to be 0800 to 1700.

SITE PREPARATION AND CLEANING UP

The Contractor shall at all times keep the work area, including storage areas, free from accumulations of waste materials. Before completing the work, the Contractor shall remove the work and premises any rubbish, tools, scaffolding, equipment, and materials that are not the property of the Government. Unsightly materials and debris including excess soil, garbage, and equipment should be removed as required; while materials should be scheduled for delivery only as required for immediate use.

CONTACT INFORMATION

Inquiries can be directed to Seth Cornell, Management Officer, or Anoutchka Payet, Management Assistant, at:

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